

Friends of the Library Byron Shire
Minutes of an Ordinary Meeting
Wednesday 20 February 2019
Arakwal Room, Byron Bay Library

1. Attendance: Beryl Main (Chair), Lee Rogers, Sue Ash, Richard Hodgson, Mary Nelson, Geoff Meers, Janene Jarvis, Margot Wright, Brenda Anderson, Carolyn Adams, Trisha Bleakley, Anne Gilmore, Samantha McGrath, Sally Bunyan, Fiona Butler, Cathy Short

Apologies:, Barbara Barrett, Anna Middleton, Bette Beresford, Gwen Falson

2. Librarian's Report:

- Busy January and February, including the Summer reading program, Seniors Week and Trivia night
- The grant application for Brunswick Heads Library renovation was not successful
- FOL Book Sale: Pop-up booked
- Seeking a system upgrade to improve productivity and reduce staff time spent on supporting printing
- Storyboard writing class starting early March
- The library quarterly report will be available on the RTRL website

3. Minutes from October Meeting:

- Moved Geoff that they are a true record of the meeting, seconded Anne.

4. Business Arising from October Meeting: Nil

5. Presidents Report November 2018:

- See Beryl's report attached below.

6. Correspondence Incoming:

- Membership, Writers Festival membership renewal, Trybooking email
- Agreed to renew membership of Writers Festival, **ACTION:** Richard
- Discussed cost increase for use of Trybooking and agreed to continue to use it for events

7. Correspondence Outgoing:

- FOLA membership renewal, letters sent to potential raffle donors
- FOLA cheque not cashed yet, **ACTION:** Geoff to follow-up
- Discussed use of online sale of raffle tickets, **ACTION:** Mary to research and report

8. Treasurers Report:

- Balance from November \$41,209. Total income, \$693. Total expenditure, \$1,939. Accumulated balance as of November \$39,963
- Richard moved that the report be accepted, seconded Margo.

9. Membership report:

- New member Fiona Butler
- 36 members have renewed for 2019, 30 outstanding, **ACTION:** Sue to send reminder email to outstanding members
- Discussed renewal process and receipts. Possible actions include:
 - Prepare receipt for all payments
 - Email reminder with invoice including ABN
 - Use of Google Sheets (thank you Fiona)
 - **ACTION:** Sue to research and report

10. General Business:

- Book Fair/book collection, sorting and procedures
 - **ACTION:** Janene to confirm booking at Surf Club
 - Sorting agreed once a month, proposed 18 March 8.0am, to be confirmed
 - Potential for Scrabble table at Book Fair
- Raffle and prizes. Progress to date
 - Letters sent out (see correspondence), many positive replies so far. Beryl will continue to follow-up. **ACTION:** Geoff to contact Stone and Wood.
 - Sue will develop spreadsheet for raffle books (thank you Sue)
- Membership. Payment, accounting, recording – see above in membership report.
- FOL tablecloths/banner
 - Beryl has contacted Shoggun Signs and Prints. **ACTION:** Mary to liaise with suppliers and get quotes for two tablecloths
- Author events.
 - Peter Breen and Kerry O'Brien. Carolyn has spoken with Kerry who will get back to her re possible dates
 - Graeme Simson. Discussed potential for FOL Writers Festival pre-event. **ACTION:** Mary to contact Graeme
 - Jodi Vassalo. Potential Heritage House event post-April. **ACTION:** Mary to follow-up
 - Annabell Hickson possible later in the year
 - Potential history/travel writing class with Peter Spearitt. For FOL members. Peter will prepare proposal.

- Meeting closed 11.20 am

President's Report February 20, 2019

Welcome to our new year with the promise of plenty to keep everyone busy.

We concluded 2018 with a leisurely boat trip on the Brunswick River. This was a most relaxing morning slowly meandering our way up the river, enjoying bird life, morning tea and much conversation. Bob and Wendy Levett and several members of their family were most appreciative of the opportunity to join us. It gave us the opportunity to enjoy some special time with them before they move to Sydney to be close to their caring family. And, of course, to pay a final tribute to them for their contribution to Friends of Libraries Byron. Thank you for the suggestion, Mary. It made for a pleasant change and a refreshing way to end our year.

Already time is being spent of preparing books for the Book Fair with Janene having called our first sorting of the year. Keep on the alert for her next request.

Raffle prizes are being sought with several responses already offering a donation. If you are in the position to use your contacts for new prizes, I would love to hear from you.

Bob Levett handed over two boxes of FOL history documents he found when packing up. I am yet to sift through them but am sure they will hold much of interest and value.

I look forward to our year ahead as we prepare for our fundraisers and consider author events to add highlights to our year.

All the best for a great year. Beryl.